



Revision number: 2

Purchasing Agent: Roselle Miller

**Item: Temporary Employment Services**

Vendor: 950022A B AppleOne Employment Services  
8924 S State St  
Sandy UT 84070

Remittance: 950022A AppleOne Employment Services  
PO Box 29048  
Glendale CA 91209-9048

Internet Homepage: <http://www.appleone.com>

Telephone: (801) 566-1889

Fax number: (800) 539-2228

Contact: Lauri Robison  
Kenalee Mead

Email address: [lrobison@appleone.com](mailto:lrobison@appleone.com)  
[kmead@appleone.com](mailto:kmead@appleone.com)

Brand/trade name: N/A

Price: See attached

Terms: Net 30

Effective dates: 09/25/04 through 09/24/2007 with two (2) one year renewals

Days required for delivery: 1 Day

Price guarantee period: 1 Year

Minimum order: N/A

Min shipment without charges: N/A

Other: POTENTIALLY RENEWABLE UNTIL 2009

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PLEASE NOTE NEW REMIT TO ADDRESS.

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This is a multiple award contract. Please see MA1090 and MA1822 for the lowest markup in each category of employee.

This contract covers only those items listed in the price schedule. It is the responsibility of the agency to ensure that other items purchased are invoiced separately. State agencies will place orders directly with the vendor creating a DO in Finet. Agencies will return to the vendor any invoice which reflects incorrect pricing.



## **GENERAL OFFICE SUPPORT**

1. No requirement for computer or keyboard skills: **29% markup**  
Tasks such as answering phones; processing the flow and logging of paper work; filing; distributing mail, office supplies, and documents; basic research such as locating available information from files; telephone calls, and other basic resources; making appointments; operating office equipment, i.e., copying machines, fax machines; and helping the public over counters.
2. Computer and keyboard skills required: **29% markup**  
Tasks such as data entry and retrieval; utilization of data base or spread sheets; word processing, etc.
3. Advanced office skills: **29% markup**  
Tasks in addition to those listed above include minute taking and transcribing and composition of letters.

## **FISCAL SKILLS**

1. General Fiscal: **29% markup**  
Tasks such as general bookkeeping; posting of data; verifying numbers; processing vouchers; and other related technician level tasks.
2. Advanced fiscal skills: **29% markup**  
In addition to the skills listed above, generates and reconciles accounting reports, performs accounting functions utilizing spread sheets and reviews fiscal transactions.

## **LIGHT INDUSTRIAL - 40% markup**

Tasks such as light general labor for buildings and grounds; operation of delivery van; house keeping and related; snow removal and lawn care, warehousing and general labor.

## **SKILLED TRADES - 40% markup**

General trade and craft such as painting, plumbing, electrical, mechanical, etc.; operation of industrial equipment, including heavy equipment, which may require specialized licenses and/or bonding.



FINET COMMODITY CODE(S):

96403000000- ACCOUNTING, AUDITING, BOOKKEEPING PERSONNEL

96435000000- ELECTRICIANS

96450000000- GROUNDSKEEPERS

96455000000- INDUSTRIAL WORKERS

96459000000- LABORERS (COMMON LABOR)

96471000000- PLUMBERS

96478000000- SECRETARIAL AND CLERICAL PERSONNEL (INCLUDING COURT  
REPORTERS AND WORD PROCESSING OPERATORS